

## GENERAL CITY PURPOSE DEPARTMENT

General City Purpose Department is comprised of the Intergovernmental Relations Division, the Redevelopment Services Division and the Retirement Administration Division.

**The Intergovernmental Relations Division:** The Intergovernmental Relations Division contains expense items which are of a Citywide and/or interdepartmental nature. Some of the items budgeted in this Division include election costs, Operation Clean Air, and the Foster Farms contract.

**The Redevelopment Services Division:** The Redevelopment Services Division houses City personnel who work for the Redevelopment Agency (RDA). By the terms of a cooperative agreement signed in April 1997, City of Fresno personnel from the City Manager's Office, Development, and Public Works Departments were assigned to the Redevelopment Services Division. The Agency, which had been a quasi-independent entity within the City organizational structure, was made totally independent from the City in March 1997. In order to facilitate the changeover, certain City personnel were transferred into this Division and will remain City employees. The RDA is obligated to reimburse the City for all costs associated these personnel.

**Retirement Administration Division:** The Retirement Division provides system members and the employer with flexible, cost-effective, participant-oriented benefits through prudent investment management and superior member services.

The Retirement Board and staff have committed to carry out their mission through a competent, professional, impartial, and open decision-making process. In providing benefits and services, all persons will be treated fairly and with courtesy and respect. Investments will be managed to balance the need for security with superior performance. Excellence is expected in all activities. Board members and staff will also be accountable and act in accordance with the law.

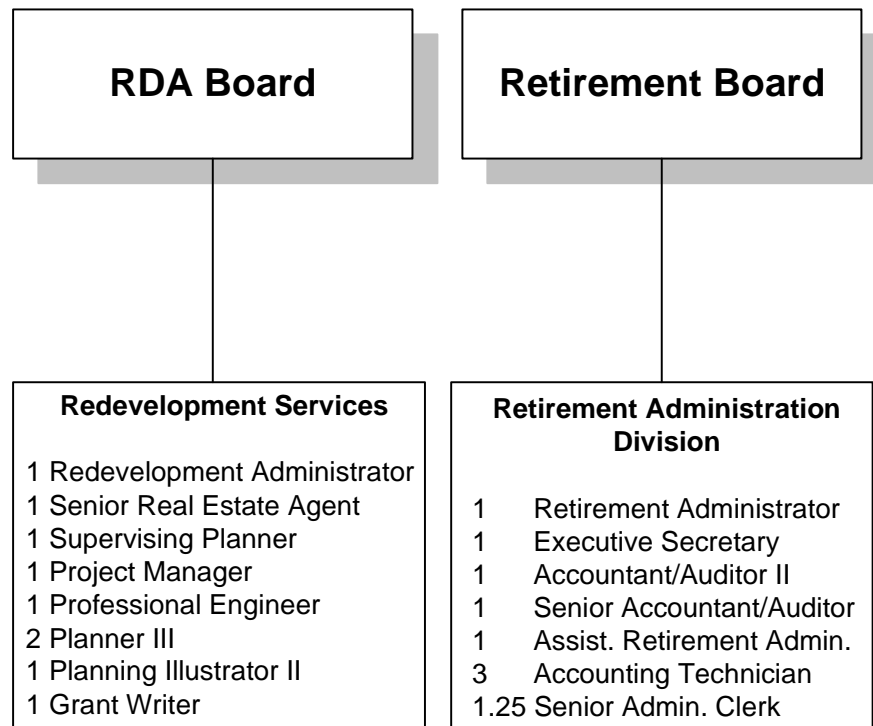
The Retirement Division's goals are to create an environment in which Board Members can maximize their performance as trustees; to improve the level of benefits and delivery of services provided to members and employees; to improve communications with members and the employer; to attract, develop, and retain competent and professional staff; and to achieve and maintain top quartile investment performance as measured by the public fund universe.



**FY 2002/2003 ACCOMPLISHMENTS**

- As of December 31, 2002, the Retirement Office staff and Board achieved an annualized investment return of 4.1 percent over the last five years. Despite the dramatic downturn in investment returns, the Fresno Employees Retirement System's cumulative return of (7.6) percent compared favorably to the S&P 500 index of (22.5) percent, the Russell 2000 Growth Index of (20.5) percent, and the MSCI EAFE International equity index of (15.7) percent.

**ORGANIZATION CHART - FY 2004**



## AUTHORIZED POSITIONS SUMMARY

<b>DIVISION</b>	<b>FY 2002</b>	<b>FY 2003</b>	<b>FY 2004</b>
Redevelopment Services	0.00	9.00	9.00
Retirement Administration Division	10.00	9.00	9.25
<b>TOTAL</b>	<b>10.00</b>	<b>18.00</b>	<b>18.25</b>

- Redevelopment Services was budgeted in the City Manager's Office in FY 2002. Prior to FY 2002, Redevelopment Services was budgeted in the Nondepartmental Department.

## AUTHORIZED POSITIONS

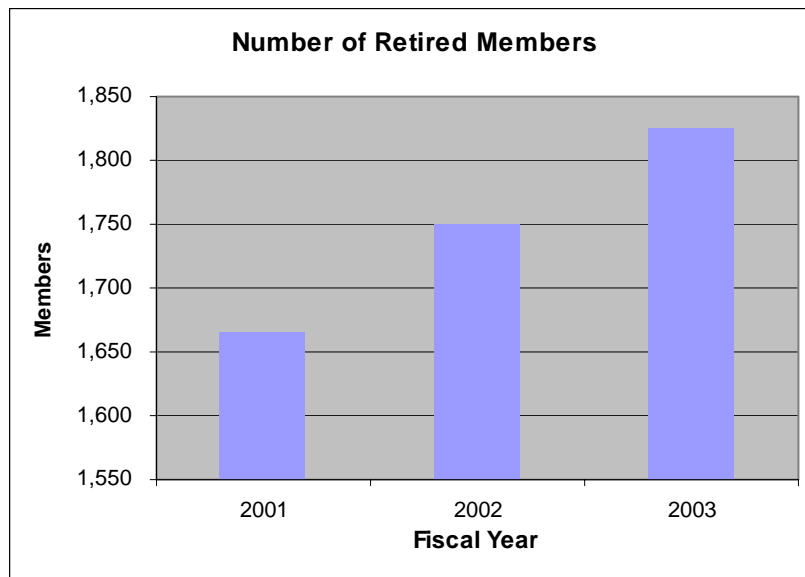
<u>Redevelopment Services Division</u>	<b>Authorized Positions</b>		<b>Budgeted Positions</b>
<b>Title</b>	<b>FY 2002</b>	<b>FY 2003</b>	<b>FY 2004</b>
<b>PERMANENT FULL-TIME</b>			
Grant Writer	0.00	1.00	1.00
Planner III	0.00	2.00	2.00
Planning Illustrator II	0.00	1.00	1.00
Professional Engineer	0.00	1.00	1.00
Project Manager	0.00	1.00	1.00
Redevelopment Administrator	0.00	1.00	1.00
Senior Real Estate Agent	0.00	1.00	1.00
Supervising Planner	0.00	1.00	1.00
<b>Full-Time Total</b>	<b>0.00</b>	<b>9.00</b>	<b>9.00</b>
<b>Division Total</b>	<b>0.00</b>	<b>9.00</b>	<b>9.00</b>

- Redevelopment Services was budgeted in the City Manager's Office in FY 2002. Prior to FY 2002, Redevelopment Services was budgeted in the Nondepartmental Department.

## AUTHORIZED POSITIONS

<u>Retirement Administration Division</u>		Authorized Positions		Budgeted Positions
Title		FY 2002	FY 2003	FY 2004
<b>PERMANENT FULL-TIME</b>				
Accountant-Auditor II		1.00	1.00	1.00
Accounting Technician		3.00	3.00	3.00
Asst Retirement Administrator		1.00	1.00	1.00
Executive Secretary		1.00	1.00	1.00
Retirement Administrator		1.00	1.00	1.00
Senior Accountant-Auditor		1.00	1.00	1.00
Senior Administrative Clerk		0.00	0.00	1.00
<b>Full-Time Total</b>		<b>8.00</b>	<b>8.00</b>	<b>9.00</b>
<b>TEMPORARY WAGES</b>				
Senior Administrative Clerk		2.00	1.00	0.25
<b>FTE Total</b>		<b>2.00</b>	<b>1.00</b>	<b>0.25</b>
<b>Division Total</b>		<b>10.00</b>	<b>9.00</b>	<b>9.25</b>

## ACTIVITY INDICATORS



## MANAGEMENT BY OBJECTIVE

## Retirement Administration Division

MBO	Measure	Performance	
		FY 2003	FY 2004
Maximize total returns for the system within reasonable risk measures and perform in the top quartile of a universe of public retirement systems.	Long term seven year annualized rate of return.	9.70	8.25



**BUDGET COMMENTS**

- Items budgeted within the Intergovernmental Relations Division are of a Citywide and/or interdepartmental nature. Items adopted in Intergovernmental Relations special projects include: Election costs \$170,000; Foster Farms contractual obligation \$5,000; Operation Clean Air \$25,000; Central California Mayor's Conference \$20,000; Annual Fireworks at the Fresno Fair Grounds \$10,300; WOW committee matching funds to move the city forward in creating and economic generator for downtown Fresno \$10,000 and the Friendship Games \$10,000.
- The City's governmental lobbying efforts are budgeted in this Department. The \$108,000 budgeted is estimated to cover a portion of those efforts. The remaining costs will be billed to the departments benefitting from those lobbying efforts.
- The Proposed budget included \$230,900 in Community Development Block Grant (CDBG) funding, to fund the Downtown Neighborhoods Community Development Corporation (CDC). The CDC is a non-profit organization that will work with 360 low-to- moderate income residents of downtown, Southeast, and Southwest Fresno to provide homebuyer education and counseling. Council reallocated these funds to neighborhood infrastructure projects in the adopted budget.
- The Regional Jobs Initiative is funded at \$25,000 in the Pubic Relations and Information account.
- Council adopted appropriations of \$16,700 to purchase and updated sound system and rear screen television for council chambers.
- The Redevelopment Services Division budget consists of employee service costs for the City personnel employed by the RDA and interdepartmental charges for services provided by the City to the RDA. Items budgeted within this Division were budgeted in FY 2002 in the City Manager's Office. Prior to FY 2002, these items were budgeted in the Nondepartmental budget. This Division is fully reimbursed by the RDA.
- Due to the passage of Proposition 162, the Retirement Office is accountable only to the Retirement Board and functions as its own department in the City's organizational structure. Prior to FY 2003, items budgeted within this Division were budgeted in the Personnel Services Department.

## DEPARTMENT FUNDING BY SOURCE

<b>Fund</b>	<b>FY 2001 Actuals</b>	<b>FY 2002 Actuals</b>	<b>FY 2003 Adopted</b>	<b>FY 2004 Proposed</b>	<b>FY 2004 Adopted</b>
General Fund Support	\$ 0	\$ 10,086	\$ 1,078,400	\$ 593,900	\$ 495,700
Redevelopment Support	0	135,082	719,600	717,800	717,800
CDBG	0	0	167,000	230,900	0
Retirement	591,157	648,400	714,700	705,400	705,400
<b>TOTAL \$</b>	<b>591,157</b>	<b>793,568</b>	<b>2,679,700</b>	<b>2,248,000</b>	<b>1,918,900</b>

## DEPARTMENT SUMMARY APPROPRIATIONS

<b>Expenditures</b>	<b>FY 2001 Actuals</b>	<b>FY 2002 Actuals</b>	<b>FY 2003 Adopted</b>	<b>FY 2004 Proposed</b>	<b>FY 2004 Adopted</b>
Intergovernmental Relations *	\$ 0	\$ 0	\$ 1,245,400	\$ 824,800	\$ 495,700
Redevelopment Services **	0	700,925	719,600	717,800	717,800
Retirement	540,500	611,641	674,700	705,400	705,400
<b>TOTAL \$</b>	<b>540,500</b>	<b>1,312,566</b>	<b>2,639,700</b>	<b>2,248,000</b>	<b>1,918,900</b>

\* Historical information for the Intergovernmental Relations Division is reflected in the Citywide Obligations Division of the Finance Department.

\*\* Redevelopment Services was budgeted in the City Manager's Office in FY 2002. Prior to FY 2002, Redevelopment Services was budgeted in the Nondepartmental Department.

**General City Purpose Department****DIVISION: 200100 Intergovernmental Relations Division****FUND: 10101 General Fund**

Account Number	Description	FY 01 Actuals	FY 02 Actuals	FY 03 Adopted	FY 04 Proposed	FY 04 Adopted
<b>PERSONNEL SERVICES</b>						
51101	Permanent Salaries	0	0	600,000	0	0
	<b>Total Personnel Services</b>	0	0	600,000	0	0
<b>NON PERSONNEL SERVICES</b>						
53302	Prof Svcs/Consulting - Outside	0	0	30,000	108,000	108,000
53303	Public Relations & Information	0	0	0	25,000	25,000
55803	Travel & Conference	0	0	10,000	20,000	20,000
58004	Special Projects	0	0	362,700	365,200	250,300
58016	Membership & Dues	0	0	75,700	75,700	75,700
59304	Property Self-Insurance Chgs	0	0	0	0	0
59305	Liability Self-Insurance Chgs	0	0	0	0	0
59307	Charges For Telephone Service	0	0	0	0	16,700
	<b>Non Personnel Services</b>	0	0	478,400	593,900	495,700
<b>CONTINGENCY</b>						
61001	Contingency/Reserve	0	0	0	0	0
	<b>Contingency</b>	0	0	0	0	0
	<b>FUND TOTAL</b>	0	0	1,078,400	593,900	495,700

**DIVISION: 200100 Intergovernmental Relations Division****FUND: 20501 Community Dev Block Grant**

Account Number	Description	FY 01 Actuals	FY 02 Actuals	FY 03 Adopted	FY 04 Proposed	FY 04 Adopted
<b>NON PERSONNEL SERVICES</b>						
58002	Outside Agency Support	0	0	0	230,900	0
58004	Special Projects	0	0	167,000	0	0
	<b>Non Personnel Services</b>	0	0	167,000	230,900	0
	<b>FUND TOTAL</b>	0	0	167,000	230,900	0

**General City Purpose Department**

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**DIVISION: 200100 Intergovernmental Relations Division****FUND: 20501 Community Dev Block Grant**

Account Number	Description	FY 01 Actuals	FY 02 Actuals	FY 03 Adopted	FY 04 Proposed	FY 04 Adopted
<b>NON PERSONNEL SERVICES</b>						
58002	Outside Agency Support	0	0	0	230,900	0
58004	Special Projects	0	0	167,000	0	0
	Non Personnel Services	0	0	167,000	230,900	0
	<b>FUND TOTAL</b>	0	0	167,000	230,900	0

**General City Purpose Department**

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**DIVISION: 200200 Redevelopment Services Division****FUND: 10101 General Fund**

Account Number	Description	FY 01 Actuals	FY 02 Actuals	FY 03 Adopted	FY 04 Proposed	FY 04 Adopted
<b>NON PERSONNEL SERVICES</b>						
55801	Training	0	70	0	0	0
59102	City Attorney-Variable Charge	0	16	0	0	0
59302	Info Systems Service Charge	0	10,000	0	0	0
	<b>Non Personnel Services</b>	0	10,086	0	0	0
	<b>FUND TOTAL</b>	0	10,086	0	0	0

General City Purpose Department

**DIVISION: 200200 Redevelopment Services Division**

**FUND: 23001 Redevelopment Support**

Account Number	Description	FY 01 Actuals	FY 02 Actuals	FY 03 Adopted	FY 04 Proposed	FY 04 Adopted
<b>PERSONNEL SERVICES</b>						
51101	Permanent Salaries	0	542,882	578,100	580,700	580,700
51102	Fringe	0	62,366	64,300	64,300	64,300
51103	Employee Leave Payoff	0	9,119	14,100	10,600	10,600
51401	Premium Pay	0	4,968	0	0	0
52302	Gen Svc Pens Oblig Bnd Dbt Svc	0	8,640	25,800	18,400	18,400
52901	Recurring Vehicle Allowance	0	3,600	3,600	3,600	3,600
	<b>Total Personnel Services</b>	<b>0</b>	<b>631,575</b>	<b>685,900</b>	<b>677,600</b>	<b>677,600</b>
<b>NON PERSONNEL SERVICES</b>						
55801	Training	0	463	0	0	0
55804	Misc. Subsistence Expense	0	118	0	0	0
58004	Special Projects	0	7	0	0	0
58005	Miscellaneous Expenditures	0	16	0	0	0
59102	City Attorney-Variable Charge	0	360	0	0	0
59103	Variable Charges-Budget (BMSD)	0	500	600	500	500
59106	Variable Charges For HR-Oper	0	4,200	5,900	5,900	5,900
59108	Variable Charges For HR-Lab RI	0	1,500	0	0	0
59109	Variable Charges For Finance	0	4,500	4,900	4,900	4,900
59114	Internal Audit Var Chgs	0	500	300	200	200
59201	Fixed Interdept Reimb-Gen Fund	0	36,500	0	0	0
59302	Info Systems Service Charge	0	0	11,100	16,200	16,200
59303	Info Systems Equip Charge	0	10,400	10,800	12,500	12,500
59304	Property Self-Insurance Chgs	0	100	100	0	0
59305	Liability Self-Insurance Chgs	0	100	0	0	0
	<b>Non Personnel Services</b>	<b>0</b>	<b>59,264</b>	<b>33,700</b>	<b>40,200</b>	<b>40,200</b>
	<b>FUND TOTAL</b>	<b>0</b>	<b>690,839</b>	<b>719,600</b>	<b>717,800</b>	<b>717,800</b>

**General City Purpose Department**

**DIVISION: 200300 Retirement Division**

**FUND: 50104 Retirement ISF**

Account Number	Description	FY 01 Actuals	FY 02 Actuals	FY 03 Adopted	FY 04 Proposed	FY 04 Adopted
<b>PERSONNEL SERVICES</b>						
51101	Permanent Salaries	301,407	356,522	409,600	449,300	449,300
51102	Fringe	39,794	49,253	54,800	59,700	59,700
51103	Employee Leave Payoff	7,500	4,259	5,900	6,300	6,300
51201	Non-Permanent Salaries	10,944	27,372	26,400	6,600	6,600
51202	Non-Permanent Fringe	837	1,650	1,600	400	400
52302	Gen Svc Pens Oblig Bnd Dbt Svc	24,673	5,768	17,200	16,300	16,300
52601	Worker's Compensation	0	400	400	0	0
52901	Recurring Vehicle Allowance	3,600	3,600	3,600	3,600	3,600
	<b>Total Personnel Services</b>	<b>388,755</b>	<b>448,824</b>	<b>519,500</b>	<b>542,200</b>	<b>542,200</b>
<b>NON PERSONNEL SERVICES</b>						
53302	Prof Svcs/Consulting - Outside	70	0	0	0	0
53402	Specialized Services /Tech	32	242	0	0	0
55501	Printing & Binding--O/S Vendor	408	0	0	0	0
55801	Training	0	70	0	0	0
55803	Travel & Conference	13,408	13,531	0	0	0
55804	Misc. Subsistence Expense	37	0	0	0	0
56106	Postage	931	2,997	0	0	0
56107	Office Supplies	3,477	4,576	0	0	0
56110	Computer Software	0	118	100	0	0
58005	Miscellaneous Expenditures	90	124	0	0	0
58007	Witness Fee Payment/1099	1	0	0	0	0
58016	Membership & Dues	648	931	0	0	0
58017	Subscriptions & Publications	448	752	0	0	0
59102	City Attorney-Variable Charge	1,863	2,222	2,300	1,000	1,000
59103	Variable Charges-Budget (BMSD)	1,500	1,400	1,400	1,100	1,100
59105	Purchasing - Variable Charge	16	0	0	0	0
59106	Variable Charges For HR-Oper	1,670	3,600	5,000	5,000	5,000
59109	Variable Charges For Finance	2,987	3,400	3,700	3,700	3,700
59114	Internal Audit Var Chgs	900	1,000	700	400	400
59201	Fixed Interdept Reimb-Gen Fund	4,100	5,700	12,400	24,700	24,700
59302	Info Systems Service Charge	14,400	10,000	14,600	13,200	13,200
59303	Info Systems Equip Charge	20,595	21,149	25,500	19,400	19,400
59304	Property Self-Insurance Chgs	200	100	100	100	100
59305	Liability Self-Insurance Chgs	400	100	100	100	100
59306	Chgs For Msngr/Mail/Copier Svc	28,625	33,411	32,700	34,400	34,400
59307	Charges For Telephone Service	4,714	4,117	3,300	8,400	8,400
59309	Facilities Management Charges	19,000	23,329	18,800	19,000	19,000
59314	City Hall Rent	31,225	29,948	32,700	32,700	32,700
	<b>Non Personnel Services</b>	<b>151,745</b>	<b>162,817</b>	<b>153,400</b>	<b>163,200</b>	<b>163,200</b>
<b>CONTINGENCY</b>						
61001	Contingency/Reserve	0	0	1,800	0	0
	<b>Contingency</b>	<b>0</b>	<b>0</b>	<b>1,800</b>	<b>0</b>	<b>0</b>
	<b>FUND TOTAL</b>	<b>540,500</b>	<b>611,641</b>	<b>674,700</b>	<b>705,400</b>	<b>705,400</b>

**General City Purpose Department****DIVISION: 200300 Retirement Division****FUND: 60101 Fire & Police Pension**

Account Number	Description	FY 01 Actuals	FY 02 Actuals	FY 03 Adopted	FY 04 Proposed	FY 04 Adopted
<b>NON PERSONNEL SERVICES</b>						
53302	Prof Svcs/Consulting - Outside	0	3,027,936	0	0	0
53402	Specialized Services /Tech	0	4,908	0	0	0
55803	Travel & Conference	0	30,325	0	0	0
58005	Miscellaneous Expenditures	0	291,383	0	0	0
58016	Membership & Dues	0	988	0	0	0
58017	Subscriptions & Publications	0	175	0	0	0
59306	Chgs For Msngr/Mail/Copier Svc	0	59	0	0	0
	<b>Non Personnel Services</b>	0	3,355,774	0	0	0
	<b>FUND TOTAL</b>	0	3,355,774	0	0	0

**General City Purpose Department****DIVISION: 200300 Retirement Division****FUND: 60102 General Services Pension**

Account Number	Description	FY 01 Actuals	FY 02 Actuals	FY 03 Adopted	FY 04 Proposed	FY 04 Adopted
<b>NON PERSONNEL SERVICES</b>						
53302	Prof Svcs/Consulting - Outside	0	2,721,370	0	0	0
53402	Specialized Services /Tech	0	4,822	0	0	0
55803	Travel & Conference	0	19,185	0	0	0
58005	Miscellaneous Expenditures	0	293,371	0	0	0
58016	Membership & Dues	0	938	0	0	0
58017	Subscriptions & Publications	0	175	0	0	0
59306	Chgs For Msngr/Mail/Copier Svc	0	454	0	0	0
	<b>Non Personnel Services</b>	0	<b>3,040,315</b>	0	0	0
	<b>FUND TOTAL</b>	0	<b>3,040,315</b>	0	0	0